



THE CITY OF SAN DIEGO

## CONSOLIDATED PLAN ADVISORY BOARD MEETING NOTES

MONDAY, NOVEMBER 15, 2010

CIVIC CENTER PLAZA  
1200 THIRD AVENUE, SUITE 1400  
SAN DIEGO, CA 92101

BOARD MEMBERS PRESENT	BOARD MEMBERS ABSENT
Richard Bundy, Council District 8 Vicki Granowitz, Council District 3 Matthew Kotrinsky, Council District 7 George Murphy, Council District 2 Todd Philips, Mayor's Office	

CITY STAFF
Marlene Ackee, Senior Management Analyst Steve Bal, Administrative Aide Liza Fune, Community Development Specialist Wally Hill, Assistant Chief Operating Officer Norma Medina, Community Development Specialist Beth Murray, Deputy Director of Economic Development Division Angela Nazareno, CDBG Administrator Ken So, Deputy City Attorney, City Attorney's Office Vickie White, Community Development Specialist

## **Call to Order/Introductions**

- The first meeting of the Consolidated Plan Advisory Board (CPAB) was called to order at 3:05 p.m.
- The five (5) members of the CPAB introduced themselves and noted their professional affiliations and the Council Districts that they represent. City staff members also introduced themselves at the meeting.
- City staff distributed a binder to each representative containing information pertinent to the CPAB, including the Council Report and Ordinance which established the CPAB, Council Policy 700-02, FY2011 Council District Ranking Results, Community Development Block Grant (CDBG) program overview, etc.

## **Public Comment**

- There was no public comment.

## **City Staff Report**

- Ms. Beth Murray, Deputy Director of the Economic Development Division stated that the Federal timeline (fiscal year) begins on October 1<sup>st</sup> and ends on September 30<sup>th</sup>.
- Mr. Ken So, Deputy City Attorney, representing the City Attorney's Office referenced the Municipal Code, 26.2101 through 26.2113 as the section pertaining to the CPAB. Please visit the following link for further information:  
<http://docs.sandiego.gov/municode/MuniCodeChapter02/Ch02Art06Division21.pdf>. Council Policy 700-02 provides guidelines on the selection and implementation of CDBG activities. Please visit the following link for additional information:  
<http://www.sandiego.gov/cdbg/pdf/080211councilpolicy.pdf>. Both Ms. Murray and Mr. So commented that there are differences between the Municipal Code and Council Policy.
- There was discussion about the Board's role with the HOME and HOPWA programs. Staff will need to provide some direction pertaining to the Board's oversight of both programs.
- Everyone agreed that the Board Chair should provide a status report to the Public Safety and Neighborhood Services (PS&NS) Council Committee.

- There was a question on whether the Board can legally limit the amount of time for public comments at the meetings. Mr. Ken So responded that the Board meetings must comply with the Brown Act and that they must be consistent with everyone. He added that the Board can limit the public comment to a certain amount of time.
- There was discussion on the role of the Board. It was noted that due to the timeliness issue, the Board probably won't be able to evaluate applications this year.
- Board members stated that they would like to meet twice more before the end of the calendar year, including meeting during the appeal process.
- Ms. Liza Fune will provide members with the CDBG amount that was requested for FY2011.
- Staff will email the Section 108 debt payments to the Board. Also, staff will invite Ms. Cheryl Sylvester to the next meeting to present information on the Section 108 loan program.
- Members also requested an organization chart and a glossary of the acronyms that are widely used.
- There was discussion on utilizing Roberts Rules of Order for governing the Board meetings. Also, they will work on developing an attendance policy.
- Mr. Wally Hill, Assistant Chief Operating Officer commented that each of the Board members will need to complete the City's Conflict of Interest form. They may contact Ms. Denise Jenkins of the City Clerk's Office at (619) 533-4030 for information on completing the form.
- The meeting was adjourned at 4:26 p.m.